



**Fire/EMS Oversight Board
MEETING MINUTES**

November 7, 2019

Committee Members Present: Chairman Rick McCluskey, Sturtevant Police Chief Sean Marschke as acting Village of Sturtevant Administrator, Village of Sturtevant Trustee Stuart Ten Cate, Village of Mt. Pleasant Trustee Gary Feest

Committee Members Absent: Village of Mt. Pleasant Administrator Maureen Murphy

Village Board Members Present: Village of Sturtevant Board President Jayme Hoffman

Guests: DC Ed Lockhart, BC Jon Keiser, BC Steven Salvo, Bud Eastman, Michael Bonn, Chris Smith, Lt. Jason Caira, Lt. Jonathan Shirk, and Jamie Adams

Staff Members to the Board: Chief Robert Stedman

1. **Roll Call** - Meeting called to order at 4:30 p.m. by Rick McCluskey
2. **Guests:** None
3. **Public Comments:** None
4. **Approval of September 5, 2019 Minutes:**

A motion was made by Stuart Ten Cate and seconded by Gary Feest to approve the minutes of the September 5, 2019 meeting. **Motion Passed**

5. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated November 7, 2019 that was distributed to the Committee Members.
 - a. We currently have one member going on FMLA next week. One member is ongoing FMLA for childbirth starting in December. One member is off on a workers comp injury.
 - b. The total time off for the year to date as of October 31, 2019 for FMLA is 5075.68 hours, sick leave 2578.75 hours, and Workers Comp 731.25 hours for a total of 8,385.68 hours or roughly 349.4 (24-hour) shifts.
 - c. The labor contract negotiations went very well and a new four year labor agreement for the years 2020- 2023 was finalized on October 14, 2019.
 - d. The Grand Opening for the EMS Station was on Saturday October 5 from 9am to noon. It is estimated that about 200 attendees toured the station. We began operating out of the station on Monday October 7th and it has gone very well.
 - e. The P & F Commission interviewed 16 candidates for the SSFD in September and 13 of them were approved by the Commission to be on the list. Conditional offers of employment were extended and three new members started training on October 21st. They completed training on November 7th and will start working 24 hour shifts in the next few days.



- f. BC Keiser has announced his retirement effective December 6, 2019 and one Lieutenant has announced his retirement prior to Christmas. In addition, we will need to fill the position of Division Chief of Special Operations. These positions create three vacancies, which we are in the process of appointing three candidates on the list with a tentative start date of December 2, 2019. This will allow us to have the positions filled in a timely manner with less overtime required.
- g. The SSFD Dive Rescue Team continues to make progress and they used the YMCA pool to complete their initial training. The inflatable boat was ordered and delivered. BRP did allow us to purchase a boat motor using government pricing, which saved about \$1,200 and the motor was delivered in a few weeks. A trailer was purchased and the Dive Team already used the boat for training last month.
- h. The Fire Department Consolidation Study draft has been completed by the Wisconsin Public Policy Forum and I heard recently from the consultant that he was going to schedule a meeting with the Fire Chiefs in November to discuss some fiscal modeling. He also stated the report would be released in mid-November.
- i. In September, we have had to spend over \$20,000 repairing two fire apparatus due to maintenance issues. In September, one ambulance was involved in a traffic accident with a semi-truck enroute to the hospital. The ambulance had about \$5,500 total damage and it has all been repaired. In mid-October Med7 was involved in an accident when a car turned into the side of the ambulance. The ambulance sustained minor damage.
- j. The new promotional process for the position for Lieutenant was completed in October. The process is part of the labor agreement and the final list has ten qualified candidates for promotions as they become available.
- k. The Division Chief of Special Operations for Foxconn is in the budget, but the budget still requires approval by the Village of Mt. Pleasant Board.
- l. The 2020 budget process is almost complete. We meet with the Mt. Pleasant Village Board on October 9th and the budget hearing and approval is scheduled for November 11th.
- m. The recent death of the Union Grove FD member is a sad experience for the Fire and EMS Service as is it a LOOD – Line of Duty Death. The SSFD did transport him when he had the on duty heart attack on October 19th. The SSFD will be participating in the funeral services this coming Sunday.



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- n. The following table reflects the number and percentage of calls per station for the year to date ending October 31, 2019:

2019 Annual Calls By Station Through October 31, 2019		
#7	0	0%
#8	1277	34.4%
#9	1390	37.5%
#10	728	19.6%
Mutual Aid	196	5.4%
Other	119	3.2%
Total	3710	100%

6. **2020 Draft CIP Budget Discussion and Possible Action** – Chief Stedman informed the Committee that the 2020 Draft CIP Budget will be on the agenda at the Village Board meeting on Monday November 11, 2019.
7. **Next Meeting** – The next meeting was scheduled for Thursday, December 5, 2019 at 4:30 PM at the Village of Sturtevant Safety Building.
8. **Adjournment:** A motion was made by Gary Feest and seconded by Stuart Ten Cate to adjourn.

Motion passed unanimously; Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Robert W. Stedman
Fire Chief